

**CARNARVON COMMUNITY SCHOOL  
PARENT ADVISORY COUNCIL MEETING  
JANUARY 15, 2018 – 7:00 PM  
Library**

**1. Introductions and Welcome!**

Members Present: Paige Strouts, Kerry Kenwood, Adrienne Stewardson, Heidi Schmid, Jenny Jea, Lindsay Morphy, Alicia Schouten, Rishma Kassam, Kelly Allison, Lisa Tautz, Diane Martinson.

**2. Review Agenda**

**3. Approval of November 2017 meeting minutes as advertised and posted on the PAC website.**

MOTION by Heidi, Schmid to approve, SECOND by Lindsay Morphy, CARRIED.

**4. Treasurer's report: Heidi Schmid**

Summary of Balance Sheet, Revenue over Expense and Cash Flow

Balance Sheet:

- Direct drive: \$20,000 over budget
- Hot lunch - \$28,000 over budget b/c invoices not yet all in.
- Purdy's: \$400 over budget
- QSP: on budget
- Winter Market: Made \$1228 – Will be donating ½ of it (see PAC Committee Reports below)

Expenses:

- Circus Program: Now fully funded. 4 X 40 min sessions for all classes. Unicycling for intermediates, pyramid building, juggling, 3 instructors per group. End Feb/Beg Mar
- Projectors & Apple TV's: Arrived, not yet paid.
- Pinnies: ordered
- Performances: being worked on with Art Starts
- Tennis: Booked for April
- Outside equipment bins: ½ of classes have already decided what they want.
- Guitars: not yet ordered.
- 1 direct drive donor specified funds to be used for equipment bins, jerseys for track & field and library books. Kerry talked to Ms. Bell about her order and have already ordered jerseys.

## **5. Principal's report: Diane Martinson**

### District Reporting Pilot Program

- Grade 1-7 classes (15 divisions) will be involved in the district Reporting Pilot Project.
- Information on reporting and the report form presented in a Power Point presentation.
- Report Cards will be going home on varying days in the last two weeks of January – your classroom teacher will let you know the day that they will be distributed.
- Report cards are going home sealed – for the privacy of your and other children. Please keep the report cards sealed until you are off of the school grounds. Sharing and comparing of private report card information in the hallways and on the school grounds has not been found to have a positive effect on children's self-esteem. We will be speaking to the older students at the school regarding this as well.
- Many competencies will be less academic, more social, more application of skills.
- 2 report cards in total. June report will include list of communications between teacher & parent for the year.

### Activities/Events in the School – Dec/early January

- BASKETBALL – We currently have 2 basketball teams playing in the inter-school league – a Senior Team and a Junior Team – co-ed teams entered in the Boy's divisions. Also, a grade 4/5 girls' team coached by parents will be starting next week.
- CLASS FIELD TRIPS - In December and early January, classes have gone to: the Musqueam Education Centre, Carousel Theatre, Blenheim Lodge to sing. This month classes will be going ice-skating (Primary classes), to UBC (Gymnastics Program and the Fire Station), Mount Seymour and Mount Hollyburn for snowshoeing and tubing, to the Apple Store, and to the Arbutus Care Centre for the "Grandpals" program.
- PINK SHIRT DAY – order forms will be going home with students and attached to the newsletter if students would like to order the new shirt for this year's PINK SHIRT DAY on February 28<sup>th</sup>. Order forms are due to classroom teachers by 9:15 this Friday for the order the meet the order deadline.
- TWIN DAY – Jan 26
- UPCOMING ACTIVITIES – Staff are in the process of discussing classroom and school-wide activities for Lunar New Year (Feb. 16) and the Winter Olympics.
- PORTABLE – providing overflow for school. To be in place Feb 1. Can be used starting after spring break, changing to a classroom in Sep.

## **6. Vice Principal's report: Adrienne Stewardson**

## **7. Teacher's report**



## **8. PAC Committee reports**

- a) Winter Market success update – Rishma Kassam, Alicia Shouten
  - Winter Market – last year ½ of funds were donated to Garibaldi Elementary. This year it will be for Fleming Elementary (Mr. An's home school) to go toward the fundraising for their new playground. PASSED.
- b) Parent Education – Lisa Tautz
  - Parent Ed – Shimi Kang - 100+ tickets left. Can be purchased at door for \$8.
- c) Spirit Wear – Loni Smith
  - Spirit Wear – not a fund raiser. 6 week turn-around. No minimum order. To be available after spring break.
- d) Earthquake Kits – Sherri Morrison
  - Company A - to be coordinated through school; 4 person kit - \$373.
  - Company B - 4 person kit - \$145 (\$14 to PAC) sent to families directly – no minimum order.
  - Coincides with May 2, The Big One. Good for community as a reminder for families to get earthquake kits.
- e) Spring event
  - Pub Night or Jamboree or both?
  - Idea: Selkirk Elementary – held Casino Royale, a casino night for parents with teachers helping.
  - Jamboree:
    - Cool Games – provider of games, only available in May.
    - Silent auction – brought in lots of money but perhaps not do this year b/c it's more important to have a community event than for fund-raising purposes.
    - Can still do bake sale, games (from grade 7), baskets
    - Lindsay to email PAC member if anyone is interested in helping.
  - Pub night – in May at Colony – Kerry to look into it.
- f) Legacy Fund projects update – Kerry Kenwood
  - Water fountains – Andrew arranging for VSB maintenance to provide quote on replacing 2 and for replacing all.
  - Garden enhancement – Kerry talking with Debbie Tang re: what staff wants. Andrew gave Kerry ideas at schools nearby. Geoff at VSB to meet with Kerry re: various ideas, for example, arbour, play garden area for wheelchairs, bridge for wheelchairs. Tables for interactive teaching.
  - Playground UV Sails – for blue playground portion only. \$25,000. 10mX10m. Currently can be found at West Pt. Grey School & at Outlet Mall. But structures, sheds, arbours will need city permit so may not be in budget.
  - Long jump needs improvement for track team. This area is hard to maintain for schools b/c it needs to be done yearly. Basically need funds for buying sand and labour for shovelling and smoothing out.

## **9. Other Business**

- Grade 7 Grad Committee – Email PAC member to see if any parents are interested. Survey for kids to see what they want to do for Grad. Skiing, dance? Committee will help organize.
- Crossing Guards at Carnarvon & 16<sup>th</sup> – Diane will ask VSB Rep to confirm with VPD if possible to move crossing from Balaclava to Carnarvon.
- Drug Paraphernalia – found near school grounds in bag. Parents please be aware and have conversation with kids on what to do if they come across something.

## **10. Adjournment**

MOTION by Kerry Kenwood to adjourn meeting to Tuesday, February 20, 7:00 pm at the Library, SECOND by Nicole Ricci-Stiles, CARRIED.

# Balance Sheet

	<u>1-Sep-2017</u>	<u>15-Jan-2018</u>	<u>Projected 31-Aug-2018</u>
<b>ASSETS</b>			
Membership Shares	\$ 19	19	19
Operating bank account	8,088	72,963	39,351
Investment bank account	50,000	50,000	50,000
Gaming bank account	1,447	9,359	2,159
<b>TOTAL ASSETS</b>	<b>\$ 59,554</b>	<b>\$ 132,341</b>	<b>\$ 91,529</b>
<b>FUND BALANCES</b>			
Operating Fund	\$ 19,929	84,804	51,191
Gaming Fund	1,447	9,359	2,159
Playground Fund	16,179	16,179	16,179
Legacy Fund	17,000	17,000	17,000
PAC Designated Fund	5,000	5,000	5,000
	<b>\$ 59,554</b>	<b>\$ 132,342</b>	<b>\$ 91,529</b>



For the period ended January 15, 2018

	NET INCOME (LOSS)	BUDGET 2017-2018	Variance	Actuals 2017-2016	Actuals 2015-2016	Actuals 2014-2015
FUNDRAISING						
Barbeque	(118)	(100)	(18)	(76)	(13)	-
Direct Drive	30,350	10,000	20,350	24,200	23,060	5,000
Donation Playground	-	-	-	-	4,137	704
Earthquake Kits	-	1,000	(1,000)	-	-	-
Family Picture Night	1,232	1,250	(18)	1,231	1,601	1,525
Gift Card Program	-	-	-	-	-	1,270
Hot Lunch	38,967	10,000	28,967	4,945	12,156	6,817
June Jamoboree/"NEW EVENT"	(248)	5,000	(5,248)	1,199	9,710	11,676
Monster Mash & Pumpkin Patch	3,743	3,500	243	3,509	2,519	-
Purdy's Chocolates - Christmas	2,446	2,000	446	2,488	2,239	1,754
Purdy's Chocolates - Easter	-	-	-	418	391	562
QSP Magazine	796	800	(4)	1,187	859	796
Recycling Revenue	-	-	-	-	262	207
Sports Day	(113)	(200)	87	(151)	(703)	(369)
Spring Flower Baskets	-	1,200	(1,200)	1,118	1,206	1,308
Sweatshirts/Entertainment Books	35	-	35	(1)	525	849
Welcome Back Coffee	-	-	-	-	-	-
Winter Market (net of donation)	1,228	800	428	838	1,300	1,334
TOTAL FUNDRAISING	78,318	35,250	43,068	40,904	59,249	33,434
USE OF FUNDS						
100km/Blenheim house	-	(200)	200	-	(194)	(149)
Band Instruments - Guitars (Xylophone)	-	(2,300)	2,300	(1,701)	-	(1,008)
Circus Kids Program (50%)	(5,558)	(6,400)	842	-	-	-
Classroom Funding	(6,420)	(6,420)	-	(6,360)	(8,500)	(5,100)
Computers (30 laptops)	(634)	-	(634)	(10,278)	(8,947)	(912)
Computers (10 ipad minis)	-	-	-	(3,367)	-	-
Cross Country Flag	-	-	-	-	(429)	-
Garden/Playground	-	-	-	(7,298)	(7,211)	-
Grade 7 Leaving	250	-	250	(750)	(516)	(333)
Guitars for Music Program	-	-	-	-	-	(1,597)
High Jump Equipment	-	-	-	-	(2,778)	(429)
Inside Games/Hokki Stools	-	-	-	(2,247)	(25)	(925)
Jerseys - sports	-	(1,000)	1,000	-	-	-
Library Furniture (*)	-	-	-	(1,485)	(4,526)	(725)
Library Support	-	-	-	(1,030)	(2,105)	(1,000)
Locker painting	-	-	-	(968)	-	-
New Curriculum support (books, resources)	-	-	-	(1,265)	-	-
Novels - Intermediate (* partial)	-	-	-	(2,166)	(1,447)	-
Outside Equipment bins & Equipment	-	(3,400)	3,400	-	-	-
PAC Parent Education	-	(1,200)	1,200	(571)	-	(1,645)
Patrol Support	-	(400)	400	(360)	(420)	(450)
Project Chef/Portable stereos for classrooms	-	-	-	(7,000)	-	(4,526)
Primary book room	-	-	-	(664)	(666)	(1,000)
Safe Teen	(848)	(700)	(148)	(683)	(1,313)	(630)
Software Memberships/Pinnies	-	(201)	201	(2,114)	(2,391)	-
Smartboard Notebook/Wireless speakers&docm c	-	-	-	-	(725)	-
Technology (*)	(65)	(13,498)	13,433	(1,908)	-	-
Yearbook	-	-	-	-	-	(413)
Other misc.	(168)	(1,000)	832	(3,479)	(958)	(1,621)
	(13,443)	(36,719)	23,277	(55,691)	(43,149)	(22,463)
(*) Budget carry over from PY						
REVENUE OVER EXPENSES	64,875	(1,469)	66,344	(14,787)	16,100	10,970
GAMING						
Gaming Direct funds	8,160	8,160	-	7,880	8,956	7,760
June Jamboree Raffle	-	-	-	-	2,433	2,140
Interest	2	10	(8)	8	7	4
Tennis (Badminton) program	-	(3,360)	3,360	-	(2,424)	-
Circus Kids Program (25%) (Dance program)	-	-	-	-	(3,827)	-
Gymsense	-	-	-	(6,485)	-	(4,305)
Performance Groups	(250)	(3,600)	3,350	(2,546)	(2,425)	(2,171)
Playground	-	-	-	-	-	-
Projector - gymnasium	-	-	-	-	-	(2,000)
Sports Equipment (Volleyball)	-	-	-	(754)	(3,820)	-
NET GAMING	7,912	1,210	6,702	(1,897)	(1,100)	1,429
PLAYGROUND FUND						
Playground Building Donation	-	-	-	-	-	33,000
Outdoor classroom	-	-	-	-	-	(302)
Building Supplies	-	-	-	-	-	(16,519)
NET PLAYGROUND	-	-	-	-	-	16,179
LEGACY FUND						
Replenish fund	-	-	-	-	-	17,000
NET LEGACY	-	-	-	-	-	17,000